

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY, JANUARY 5, 2021
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER

Chief Seth Johnson called the January 5th, 2021 West Benton Regional Fire Authority regular meeting to order at 6:00pm.

ROLL CALL

Present: Commissioners David Moon, Richard Clizbe, Randy Fox, Shane Williams, and Dewey Holliday
Others in attendance: Fire Chief Seth Johnson and Contract Administrator Slita Bradley, Captain Scott Friend

PUBLIC COMMENTS

There were no comments from the public.

APPROVAL OF MINUTES

Fire Chief/Secretary Seth Johnson called for the approval of minutes from the December 15th regular Governance Board Meeting.

Commissioner Clizbe suggested correction on the commissioner approval of purchasing a Type 1 and a Type 5 truck. It should have stated approval of purchasing two Type 1 engines.

Commissioner Fox made a motion to approve the minutes with the suggested change, Commissioner Williams seconded motion. Motion passed.

ORGINIZATIONAL MEETING

Fire Chief/Secretary Seth Johnson referred to Policy 1060 regarding nomination of Governance Board Positions. No new fire commissioners. He welcomed existing commissioners to 2021.

Admin Bradley discussed roles and responsibilities of board member positions.

Nominations for Governance Board Chairperson opened:

Commissioner Holliday Nominated Commissioner Clizbe for the position of Chairperson, and Commissioner Clizbe accepted.

Commissioner Fox Nominated Commissioner Williams for the position of Chairperson, and Commissioner Williams accepted.

Nominations closed. Fire Chief/Secretary Seth Johnson called for the vote.

Commissioner Holliday and Moon voted for Commissioner Clizbe for the chair position.
Commissioner Fox voted for Commissioner Williams for the chair position.

Commissioner Clizbe was declared the Board Chair for 2021.

Board Chair Clizbe opened nominations for Governance Board Vice Chair:

Commissioner Moon Nominated Commissioner Williams for the position of Vice Chairperson, and Commissioner Williams accepted.

Nominations closed. Commissioner Clizbe called for the vote. Commissioner Williams declared the Board Vice Chair for 2021.

CONSENT AGENDA

Commissioner Williams moved to approve the consent agenda. Commissioner Fox seconded the motion. The motion carried.

OLD BUSINESS

EQUIPMENT PURCHASES

Commissioner Clizbe asked about the discount on the chassis prepayment. Chief Johnson said it will be applicable on Type 1 Purchase. The crew will head to Boise to finalize the specifications for Type 5's. It will be an overnight trip.

Captain Friend and Damron are determining the best dozer equipment for the district. The vendor is in the Tricities. Chief Johnson believed that they would come up with excellent recommendation. More to follow.

Type 1 – it is on the Sourcewell Contract. The district can purchase directly through the contract. The price was quoted 6 months ago. The price is now increasing by 2%. However, with the prepayment discount, the district is still seeing \$2,000 under the budget. Both trucks will be delivered in 12 months.

EMS

Chief Johnson reported that the plan was to serve as a path to integrated EMS at the departmental level. Chief Johnson is seeking a motion to pursue integrating EMS to the fire district. The plan is for 2022 so the decision has to be taken relatively soon. Commissioner Holliday was wondering whose timeline this is. Chief Johnson reported that he spoke with the Prosser Hospital and they are eager to transfer the service to the district. Commissioner Clizbe expressed his concerns on EMS levy approval rate and the cost of operations. Chief Johnson reported that the details can be discussed at a later date. Commissioner Williams suggested that it would be wise to pursue the plan only if the EMS levy passes. He does not see how the district can support the plan without EMS levy. Commissioner Fox wanted to understand more about the costs and revenues. Chief Johnson reported that expected expenditures would be \$1,375,000 and the revenues would be \$950,000. The district would need to find more funding mechanism such as EMS levy to close the gap. The next page explained how each rate would affect the funding gap. There will be 10 personnel to support the plan. Commissioner Moon can support the EMS levy as a funding mechanism. He cannot support the Interfacility Transports (IFTs). Chief Johnson mentioned that the plan must meet the current service provided so that the hospital can support the transfer of the plan. Commissioner Williams attended the reimbursement for non-transports webinar, and he found that there is opportunity for the district to bill to recoup the non-transports costs. Commissioner Clizbe concerned about the facility to host the personnel and equipment.

There are 3 opportunities to be on the ballot, Special election in April, Primary election in August, and General election in November. Commissioner Clizbe supported Commissioner Williams being a part of a committee. Chief Johnson explained that the board eventually needs to give the permission for Commissioner Williams to speak on behalf of the district.

Commissioner Fox made a motion to authorize Chief Johnson and Commissioner Williams to continue an EMS service discussion with Prosser Memorial, seconded by Commissioner Holliday, and the motion carried.

Commissioner Holliday requested the open communication and would like to be notified of the meeting dates with the hospital.

NEW BUSINESS

GOVERNING BOARD REPORTS

The board was wondering when they can meet in person yet. Chief Johnson reported that even though the board are allowed to meet in person, the meeting has to be broadcasted to the public anyways.

STAFF REPORTS

Chief reported on the number of calls

Staff meeting – SCBAs

He will contact labor attorney regarding new hiring and negotiation of the CBA.

Commissioner Holliday suggested that one of the board members should be working with the chief on the CBA. Chief Johnson reported that Kevin has been the point of contact and he reports back to the board.

RESOLUTIONS

Commissioner Williams made a motion to adopt Resolution 2021-2. Motion was seconded by Commissioner Fox. Motion passed.

Commissioner Fox made a motion to adopt Resolution 2021-3. Motion was seconded by Commissioner William. Motion passed.

Commissioner Williams made a motion to adopt Resolution 2021-4. Motion was seconded by Commissioner Moon. Motion passed.

Commissioner Williams made a motion to adopt Resolution 2021-5. Motion was seconded by Commissioner Moon. Motion passed.

Commissioner Fox made a motion to adopt Resolution 2021-6. Motion was seconded by Commissioner Williams. Motion passed.

Commissioner Fox made a motion to adopt Resolution 2021-7. Motion was seconded by Commissioner Williams. Motion passed.

Commissioner Fox made a motion to adopt Resolution 2021-8. Motion was seconded by Commissioner Williams. Motion passed.

CONTRACT

Chief Johnson discussed the contract for Chaplain Services for 2021. Commissioner Williams recused himself from voting since he is a part of the chaplain services.

Commissioner Fox made a motion to approve contract, Commissioner Moon seconded motion. Motion passed.

OT Report

Chief Johnson presented the overtime report. Commissioner Clizbe wanted to see more breakdown report by tasks. Commissioner Holliday wanted to see the relationship between OT and call volumes. Chief Johnson reported that once there are more people staffing the station, the overtime rate will decrease.

At 1922 hrs., the board called an executive session per RCW 42.30.110 (g) for 30 minutes. At 1952 hrs., the meeting was resumed to a regular session with no actions to follow.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 1957 pm

Richard Clizbe, CHAIRMAN

SLITA BRADLEY, ADMINISTRATOR